

MEETING MINUTES – Architecture Oversight Committee (AOC)

Date of Meeting: January 24, 2007

Time and Location: 10:00 a.m. – 12:00 p.m. State Data Center; 4430 Broad River Road;
Conference Room 105

Minutes Prepared By: Pam Humphries

1. Attendance at Meeting

Dr. Jim Bryant (CIO)
Bob Arndt, (DHEC)
Jeff Baumann (Forestry Commission)
Martha Bode (SCANA)
Randy Byars (Division of Insurance & Grants)
Dr. Bob Cape (College of Charleston) by phone
Rod Davis (DHHS)
Steve Flowers (State Accident Fund)
Doug Harper (DOT)
Susan Jordan, (ESC)
Pat O'Cain (Division of the State CIO), *Chairman*
Sam Jones (OED)
David O'Berry (PPP)
Patricia Stephens (DSS)
Kush Tata (Tech & Comp Education)

2. Meeting Agenda

1. Welcome and Review Minutes
2. UETA Update
3. Communication Services Domain IP Telephony Standard
4. Business Continuity Domain Business Continuity Standard & Disaster Recovery Best Practice
5. NIEM National Information Exchange Model

3. Meeting Notes, Decisions, Issues

- a. Minutes were approved as presented.
- b. Presentation by Mike Garon, DOR, on the Uniform Electronic Transactions Act (UETA). He stated that the standards were complete. The following people were instrumental in the development of these standards: Paul Koch (CIO), Melissa Davis (Sec. of State), Terry Garber (DOR), Doc Kestner, and Bill Henry (Archives & History). Work is beginning on the Analysis and Implementation Guide. It is recommended that this Task Force remain in effect to complete this Guide. Another task force will be formed to address the Uniform Real Property Electronic Transactions Act. This Act focuses on mortgages and deeds. The counties are very interested because it would allow them to file mortgages and deeds electronically.
Pat O'Cain commended Mike and the rest of the Task Force members for their excellent work.
- c. Presentation by Mr. Charlie Zeberlein, CIO, on IP Telephony Discipline. Recommends using SIP as the standard and containing H.323. **Adopted**
- d. Presentation by Doug Drenning, CIO, on the Business Continuity Plans Discipline. The AOC voted to accept the Domain profile as presented. Mr. Drenning then presented the Business Continuity Plans Discipline standard. After a motion and a second, the AOC **adopted** the Discipline standard as presented. Doug extended thanks to Steve Tucker, Tom Tart, Frank Hinshaw and Martha Bode for their work on this effort.
- e. Dr. Jim Bryant, CIO, informed the AOC that the CIO is looking into an Enterprise Computing Strategy. This would include the whole "life cycle" of computers, such as how do you procure them? How long do you keep them? How do you get dispose of them and insure they are sanitized?
Dr. Bryant then introduced Kshemendra Paul and Tom O'Reilly of the US Department of Justice. They presented the National Information Exchange Model (NIEM), a set of standards for data exchange (or data sharing) across education, law enforcement, and health care communities of interest.

4. Action Items

Action	Assigned to	Due Date
a.		
<i>Status</i>		
b.		
<i>Status</i>		
c.		
<i>Status</i>		

5. Next Meeting

Date:	February 28, 2007	Time:	10:00 a.m.	Location:	BRR-Rm 105
Agenda:					